

## **RESOLUTION NO. \_\_\_\_-2025**

### **RESOLUTION OF THE FORT BRAGG CITY COUNCIL ADOPTING PROGRAM GUIDELINES FOR THE COMMUNITY DEVLEOPMENT BLOCK GRANT (CDBG) UTILITY BILL ASSISTANCE PROGRAM (UBAP)**

**WHEREAS**, the City of Fort Bragg has received an award from the 2024 funding year of the Community Development Block Grant (CDBG) program under the Public Services allocation to operate a Utility Bill Assistance Program (UBAP) to provide emergency subsistence payments to residents; and

**WHEREAS**, CDBG requires that to operate a subsistence program, jurisdictions must adopt Program Guidelines to govern program operation and to ensure compliance with CDBG State and Federal requirements; and

**WHEREAS**, as the first milestone identified in the award agreement, City Council must adopt Program Guidelines prior to implementing the UBAP; and

**WHEREAS**, the UBAP Program Guidelines include the following elements: program overview; program requirements; application process; program delivery; program oversight; and as attachments, the jurisdiction's executed Resolution adopting Program Guidelines, current CDBG Income Limits applicable to the Program, and a sample Program Application; and

**WHEREAS**, per CDBG regulations, the City Council conducted a Public Hearing to solicit comments regarding adoption of the City's Utility Bill Assistance Program Guidelines on October 14, 2025; and

**WHEREAS**, based on all of the evidence presented, the City Council finds as follows;

1. Elements have been incorporated in the Program Guidelines such that they are complaint with current CDBG regulations and also adequately reflect local program particulars.
2. The City Council conducted a duly noticed pubic hearing on October 14, 2025, to receive public comment on the proposed adoption of the Utility Bill Assistance Program Guidelines.

**WHEREAS**, the program activity is considered Categorically Excluded from National Environmental Protection Act (NEPA) review and not subject To 58.5 per 24 CFR 58.35(b)(2) and is exempt from California Environmental Quality Act pursuant to the common sense exemption 15061(b)(3). It can be seen with certainty that this program will not have a significant impact on the environment.

**NOW, THEREFORE, BE IT FOUND, DETERMINED, AND RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT BRAGG AS FOLLOWS:**

1. The above Recitals are true and correct and are incorporated herein as findings of fact.

2. The Program Guidelines for the Community Development Block Grant (CDBG) Utility Bill Assistance Program (UBAP) is adopted.

**The above and foregoing Resolution was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 14th day of October, 2025, by the following vote:**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**RECUSED:**

---

**Jason Godeke**  
**Mayor**

**ATTEST:**

---

**Diana Paoli**  
**City Clerk**